



15th October 2014

Dear Parent/Carer,



**MacMillan Coffee Morning
Tuesday 21st October 10am - 12 noon**

I am writing to warmly invite you to our annual MacMillan Coffee Morning. We hope that as many parents, carers and friends of ARK Kings Academy can pop along and join us for coffee, cake and a chat, all in the name of a very worthwhile cause.

This year, members of the Parent Forum are helping to run the coffee morning. Should you wish to help out on the morning or bake some cakes for us to sale, please do get in touch.

The coffee morning is also an opportunity to find out more about life at ARK Kings. Students, staff and parents will be on hand to answer questions you might have and to let you know about the other charities we support throughout the year.

So, come along and help us create a huge stir for charity.

Yours faithfully,

Patricia Buckley
Enrichment Coordinator

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Your Name: _____

I **will** be attending the MacMillan Coffee Morning

I **will not** be attending the MacMillan Coffee Morning

I **am willing to bake cakes for school to sell**

Signature: _____

Contact number _____
Contact email _____